



P.O. Box 126 St. Michaels. Maryland 21663

Return Document to
Lynette Queen via fax: 301.286.1681

Individual Reservation Form

Name of Conference: USRA/ NASA Today's Date _____

Name: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Telephone: _____ Fax: _____

Email: _____

Arrival Date: _____ Departure Date: _____

Additional Attendee(s): _____

A valid credit card is mandatory to guarantee all reservations. Reservations with non-valid credit cards will not be entered.

I hereby authorize **Harbourtowne Conference Center** to charge my credit card for payment of the above conference:
- **\$169.99 per night** for lodging and meals (plus 10% tax for lodging) at the time of reservation for a deposit.
- **\$210.00 Registration Fee**
- **\$183.00 Each additional attendee** (if applicable)

For Example: 3 night stay = \$560.97 Room Portion *plus* \$210 Registration Fee Totaling \$770.97

or

For Example: 3 night stay w/ 1 companion = \$770.97 registration fee *plus* \$183 companion accommodations Totaling \$953.97

Type of Card _____

(American Express, Visa, MC or Discover)

Card Number: _____

Expiration: _____ 3-4 Digit Security Code _____

Name as it appears on the card _____

_____/_____/2011
Signature Date

Cancellation date is 30 days prior to arrival, 100% of the charges will be applied for cancellations made within 30 days of your arrival

Please Print Name _____

Date _____

Menu:

Please Chose One Item for Dinner

Wednesday

- Herb Mustard Salmon
- Roast Pork Loin Marsala
- Vegetarian

Thursday

- Chicken Luisa
- Fish of the Day
- Vegetarian

Friday

- Gazpacho Chicken
- Grilled Steak with Roast Red Pepper Sauce
- Vegetarian

Presentation: *Please circle one*

I would like to present a:

Talk

Poster

Leisure Activities:

Please indicate any organized activities you would be interested in:

- Guided bike ride/tour
- Horseshoes
- Golf
- Tennis
- Kayaking
- Sailing/ boat ride
- Wine Tasting
- Chesapeake Cruise

This communication is intended for the sole use of the organization to which it is addressed and contains information that is privileged, confidential and exempt from disclosure under applicable law. If the reader of this communication is not the intended recipient or the employee or agent responsible for delivering the communication, you are hereby notified that any dissemination or copying of this communication may be strictly prohibited. If you have received this communication in error, please notify the sender immediately